

**The Philadelphia Parking Authority
701 Market Street, Suite 5400
Philadelphia, PA 19106**

**RFP No. 25-06
On-Call Catering Services
Addendum Two**

To: See Email Distribution List

From: Shannon Stewart
Manager of Contract Administration

Date: June 12, 2025

No Pages: 1

This addendum is issued on June 12, 2025, prior to the proposal due date to add, delete, modify, clarify and/or to respond to questions submitted by eligible Offerors regarding the work included in the above referenced solicitation.

QUESTIONS

1. **Question:** Seven copies individually numbered do you need each page numbered?

Response: Each copy of your proposal should be numbered “Original”, “Copy 1”, “Copy 2” and so on. Yes, please include page numbers in your proposal.

2. **Question:** Regarding references, most of my clients are long standing clients not just one off. Where it states dates services were performed can I just mark miscellaneous since we do many events for these folks on a regular basis?

Response: Offerors should list the range of dates services were provided.

3. **Question:** Per section 1-10 of the Philadelphia Parking Authority’s RFP No. 25-06, I am respectfully requesting a waiver or relief of Section 4 “Excess/Umbrella Liability Insurance” and Section 5 “Professional (E&O) Liability Insurance” of Appendix C of the RFP.

Response: These are the Authority's minimum insurance requirements for a contract of this nature. The requirements will not be waived.

4. **Question:** Regarding Section I-23. Financial Statements. Audited or reviewed financial statements can be quite expensive and lead to smaller businesses being ineligible to participate. Is there an alternative proof of financial stability that would be acceptable to the PPA?

Response: Yes, if requested Offerors may provide unaudited financials, most recent bank statements to assess the cash on hand and to verify liquidity and revenue deposits. The Authority will also accept Tax filings (forms 1120 for corporation, 1065 for partnerships, or Schedule C for a sole proprietorship) to view government filed financial activity.

END OF ADDENDUM TWO